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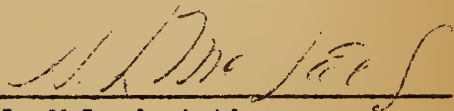
July 18, 1945

FISCAL DIVISION MEMORANDUM NO. 12

Classification of Positions in Area Fiscal Offices

Advice has been received from the Chief of the Personnel Division to the effect that each Area Personnel Office will be staffed with Classification Officers and Position Classifiers after July 1, 1945. These Officers will be designated, by authority of the Director of Personnel, to allocate all field positions covered by (a) standard job descriptions, (b) class specifications, and (c) other than key positions not covered by (a) and (b).

Area Fiscal Officers may now deal directly with Area Personnel Officers on all field classification matters; however, prior clearance with the Chief Fiscal Officer should be obtained before requests are made of the Area Personnel Officer for any changes in present organization or in individual jobs.


H. L. McLeod, Acting
Chief Fiscal Officer

